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ELLINGTON HOUSING AUTHORITY

October 26, 2010

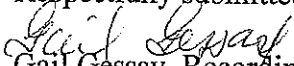
Regular Meeting

NOV 2 2010

TOWN OF ELLINGTON
TOWN CLERK'S OFFICE

- 1) Meeting called to order @ 7:08 P.M..
 - 2) Members present: Peg Bean, Steve Bidwell, Kathy Cusson and Deb Stauffer. Also present: Ted Yampanis, Director and Gail Gessay, Recording secretary. Absent: Steve Schindler.
 - 3) The minutes of the Sept. 28th meeting were reviewed. Peg motioned to accept the minutes, 2nd by Deb. Motion passed.
 - 4) Public forum: none present.
 - 5) Financial Matters: the 2011 management budget plan was reviewed. Deb motioned to accept the proposed 2011 budget, 2nd by Steve. Motion carried. Also the Pilot waiver request has been approved.
 - 6) Unit vacancy report: as of 11/01/10, units #16 & #22 have been leased.
 - 7) Maintenance: apartments #16 and #22 are painted and repairs have been done. In unit#5 tar is being removed from the walls due to the fact previous tenants there had smoked. Jeff will paint the walls with Kilz and the stove has been replaced. It may take 2 weeks for this unit to be complete. The semi-annual service has been done on the heat pumps. The heat pumps are dirty with nicotine and tar in the units that house smokers. There was also an issue with a tenant keeping their place so cool, the heat pump was running continually. The heat pump was in poor condition and began to malfunction. The cost was around \$ 300.00. Ted told the tenant if this occurs again, the tenant will pay the next bill.
 - 8) Unfinished business: the Procurement policy will be discussed at the next meeting. Regarding the Election of the Officers, Peg proposed to keep the slate as it exists with Kathy Cusson as Chairwoman & Treasurer, Deb Stauffer as Secretary and Peg Bean as Vice Chairwoman. Peg motioned to accept the officers, 2nd by Deb. Motion passed. A signature card will be needed for the newest member (Steve Bidwell) for signing the checks. This needs to be requested by another signatory in person at the bank. Steve Bidwell will be reviewing the leases and wants to discuss it at the next meeting.
 - 9) New business: Ted suggested purchasing a garage for the John Deere. The current storage shed is now being used as a work shop. This will be put off for now, to build up money in the reserves.
- At 8:10 P.M. the meeting went into executive session to discuss a personal matter. This ended at 8:30 P.M..
- 10) Meeting adjourned @ 8:30 P.M.. Next meeting is scheduled for Tuesday Nov. 30th, 2010 @ 7:00 P.M. @ Snipsic Village.

Respectfully submitted,


Gail Gessay, Recording Secretary
Ellington Housing Authority